

FIRE EMERGENCIES

- **REMOVE / RELOCATE** individuals away from danger, if possible, without endangering your safety.
- **EXTINGUISH / EVACUATE**
 - o Extinguish fire only if trained and fire is small, using nearest fire extinguisher.
 - o Evacuate by nearest safe exit, never use elevators. Do not run, **crawl** if overwhelmed by smoke
- **CONFINE / CONTAIN** fire and smoke by closing doors and windows.
- **ACTIVATE ALARM:** Press the button of the red alarm box, and call **112**.

EMERGENCY CALL PROCEDURE

Emergency number **112**

PROVIDE OPERATOR WITH THE FOLLOWING INFORMATION:

- Your **NAME**;
- Your **LOCATION: Lintuviita 5 / Tapiolantie 20 C**, floor and room numbers;
- **NATURE OF EMERGENCY** (fire, medical, chemical spill, etc);
- **NUMBER OF INJURED PEOPLE** if any, and nature of injuries if known;
- **LOCATION OF THE GUIDE** guiding for emergency personnel.
- **STAY ON LINE UNTIL YOU ARE EXCUSED BY EMEGENCY OPERATOR**

Calling the emergency response centre **112** offers the immediate help.
They operate in connection with the police.

The address of this building is:
Lintuviita 5 / Tapiolantie 20 C

In case of evacuation the assembly point is :

School yard and

The parking area of own building as the reserve point

Security and safety manager

Markus Koivisto

Tel.

040 705 7117

Assistant safety managers

Johanna Orrenmaa

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Janitor

Tel.